



## Mobile Phone Policy

**Issue Date:** May 2021

**Review Date:** May 2022

**Approved by Governing Council:** 16th June 2021

### Secondary student use of mobile phones and personal devices

#### Purpose

This policy provides direction to students, staff and families about managing personal mobile phones and other digital devices that students choose to bring to school. Digital devices include, but are not limited to, smartwatches, tablets or laptops that are not part of a separate Bring Your Own Device arrangement. This policy applies while students are at school, or attending an authorised school activity such as an excursion, during school hours.

#### Mobile phone use for secondary school students

Our school recognises that there are legitimate reasons for students to bring a mobile phone or personal device to the college. This may include:

- to ensure their safety while travelling
- So that parents can contact them outside of school hours.
- To this point. It will be the choice of the student if they bring a mobile device to the college and they will need to take responsibility for that device. Students will need to follow and abide by the guidelines and policy set down by the college re personal devices .The college will not take any responsibility for any damaged or stolen devices.
- Parents may phone the college during college hours if they wish to leave a message or speak with their children.

#### Personal mobile devices:

- Can be used by students during recess and lunchtimes only
- Need to be switched off and either placed in lockers or student's bags out of sight during lesson times unless specific instructions are given by the teacher for use as part of the lesson curriculum.
- Must not be used during study lines or in any way that disrupts the learning of others.
- Must not be used to send inappropriate, harassing or threatening messages or phone calls.
- Must not be used to engage in cyber bullying, inappropriate social media or graphic content.
- Must not be used to film or capture images of people including teachers, students or any member of the school community without their permission whether at the college or on any college activity.

#### Storage of personal devices

Students from years 7-10 will be issued a school locker whilst year 11-12 may apply for a school locker. Some of these lockers need students to supply a secure locking system if mobiles are to be stored in them.

The front office will not be responsible for storage of personal devices unless they have been confiscated by an executive member of staff.

Students are responsible for their personal mobile device. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items, including personal mobile devices that may be brought to the college. Students are responsible for items brought to the college.

#### If the student does not comply

Students who do not comply with the policy may have their devices confiscated by an executive staff member. The device will be taken and stored securely in the front office in a locked cupboard. Students cannot access the phone until the end of the day.

Continual noncompliance will lead to the student being banned from bringing a personal device to the college and may be issued with consequences consistent with the college behaviour management / bullying policies.

Students who are caught using their phone illegally or commit a cybercrime or E crime, will be reported immediately to SAPOL.

#### Internet connection for personal devices

No student will be allowed to connect to any of the college internet or DfE servers with their personal devices unless they are a regional VET student. In this case access to Wi-Fi will be given to VET students whilst on site.